

# Building Permit Application



**City of Harker Heights**  
Building Department  
305 Millers Crossing  
Harker Heights, TX 76548  
Phone: (254) 953-5600  
email:  
planning@harkerheights.gov

**PERMITS CAN BE APPLIED FOR ON [MYGOVERNMENTONLINE.ORG](http://MYGOVERNMENTONLINE.ORG) Help Desk # (866) 957-3764**

## PLEASE NOTE THE FOLLOWING BEFORE PROCEEDING:

- Commercial remodeling will require an Asbestos inspection report with this application (as of 01/01/2002).
- A separate Erosion and Sediment Control Permit is required for all land disturbing activities.
- A Site Plan or Plot Plan (to scale) of the property and the proposed location must be included.
- If the address is on Septic you must provide approval from Bell County Health District with this application.
- Incomplete applications will not be accepted.

Please select if the project is:     Residential     Commercial    **Date:** \_\_\_\_\_

**Project Address:** \_\_\_\_\_

**Property Owner:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Owner Address (if different from above):** \_\_\_\_\_

### Contractor Information

Company Name	License No.	Phone	Email
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General

Electrical

Irrigation

Mechanical

Plumbing

### Select Project Type & Provide Description of Work Below

- |                                       |                                  |  |
|---------------------------------------|----------------------------------|--|
| <input type="radio"/> Backflow        | <input type="radio"/> Irrigation | <input type="radio"/> Skirting         |
| <input type="radio"/> Demolition      | <input type="radio"/> Mechanical | <input type="radio"/> Water Heater     |
| <input type="radio"/> Electric        | <input type="radio"/> Plumbing   | <input type="radio"/> Water/Sewer Line |
| <input type="radio"/> Gas Test/Permit | <input type="radio"/> Porch/Deck | <input type="radio"/> Water Softener   |
|                                       | <input type="radio"/> Roof       |  |

*---Other Project Types on Back Page---*

**DESCRIPTION OF WORK TO BE DONE:**

**Accessory Structure**

- Large (over 144 square feet)    Height: \_\_\_\_\_
  - Provide Site Plan reflecting setbacks (Google aerial view or survey)
  - Must be on a Permanent Foundation
  - Setbacks: 10' from rear property line, 6' from side property line.
- Small (144 square feet or less)    Height: \_\_\_\_\_
  - Provide Site Plan reflecting setbacks (Google aerial view or survey)
  - Cannot exceed 12' in Height
  - Setbacks: 5' from rear property line, 6' from side property line.

**Alteration/Remodel**

- Fill out description of work to be done on Page 1.
- Provide Electrician, Plumber, or Mechanical contractor if applicable.

**Fence**

- Provide Site Plan (Google aerial view or survey)    Height: \_\_\_\_\_
- Fill out description of work to be done on Page 1.

**Flatwork**

- Provide Site Plan (Google aerial view or survey)

**Pool/Spa - Above Ground**

- Provide Site Plan reflecting setbacks (Google aerial view or survey)
- Setbacks: 10' from rear property line, 6' from side property line.    Text

**Pool in Ground**

- Provide Site Plan reflecting setbacks (Google aerial view or survey)
- Setbacks: 10' from rear property line, 6' from side property line, 1' away from house per 1' depth of pool.

**Retaining Wall**

- Provide Site Plan reflecting setbacks (Google aerial view or survey)
- If 24 inches or taller - MUST be engineered.

**Sign**

- Fill out description of work to be done on Page 1.

Total Valuation: \_\_\_\_\_  
 (Cost of Labor + Cost of Materials = Total Valuation)

\_\_\_\_\_  
**Owner/Contractor (Print)**

\_\_\_\_\_  
**Owner/Contractor (Signature)**

\_\_\_\_\_  
**Date:**

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**COMMENTS (FOR OFFICE USE ONLY)**

Received By & Date

**STAFF ONLY -- DO NOT FILL OUT**

Reviewed By & Date:

Rev. 5/22

\_\_\_\_\_  
**Building Official Signature**

\_\_\_\_\_  
**Date Approved**